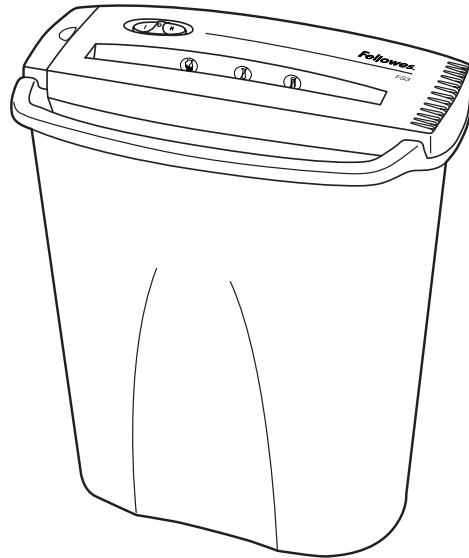




Powershred® Personal Series



Operating Instructions

Mode d'emploi

Instrucciones de funcionamiento

Bedienungsanleitung

Bedieningsinstructies

Istruzioni sul funzionamento

Model:

FS 3

FS 3+

FS 5

FS 5+

S5

Safety Instructions

- Read and save these instructions.
- Follow all warnings and instructions marked on the product.
- Always turn off and unplug the machine before moving, cleaning or any other conduct other than normal operation. Serious injury may result.
- Shredder should never be placed near or over a radiator, heat register or water.
- Operate shredder from the power source indicated on the serial label or power supply. If you are not sure of the type of power available, consult your dealer or a power company.
- Do not rest anything on the power cord. Do not place machine where persons may walk on the cord.
- If an extension cord is used, make sure that the total ampere ratings of the products plugged into the extension cord do not exceed the extension cord ampere rating and that the total of all products plugged into the wall outlet does not exceed 15 amperes.
- Power cord should be easily accessible because it serves as the disconnect switch.
- Do not service this product yourself. An opened cover may expose you to dangerous voltage points or other risks, and will void manufacturer's warranty.
- Keep loose objects (jewelry, ties, long hair) away from shredder.
- CAUTION: Do not insert aerosol cleaners or lubricants into or around the machine. Some agents may combust, causing serious injury.
- If your shredder does not come with a wastebasket, make certain the basket selected provides a stable base for the shredder. High, narrow baskets may create an unstable, top heavy environment.
- Empty wastebasket frequently.
- Do not exceed recommended sheet capacity or usage. (See **Specifications**).
- Do not shred continuous forms.
- Do not shred labels, transparencies, glossy paper, newsprint, plastic or cardboard.
- This compact shredder is intended for paper only. Do not attempt to shred paper clips and other hard materials as damage to the cutting system may result.
- Keep out of the reach of children and pets.
- Never insert your hand or fingers into feed opening.
- This shredder should be operated only with an operator in attendance.

Installation

- Position shredder over basket and extend adjustable arm (Figure A) so shredder solidly rests on basket edges (Figure B).
- With shredder positioned on basket, plug into outlet. Do not alter the plug.

Operation

Prepare paper to be shredded.

Remove staples and paper clips and make sure to feed no more than the recommended sheet capacity at one time.

- Slide the main switch to the **(I)** position to activate the standby mode.
- The shredder automatically **STARTS** when paper is placed in entry and **STOPS** when finished shredding.

Figure A

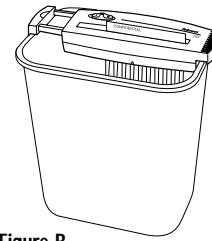


Figure B

Overload Protection

This shredder is protected by a built-in thermal overload device that serves to protect the motor from overuse. When continuous shredding is conducted for an extended period of time, the shredder will automatically turn itself off to cool down. When shredding is automatically stopped, allow the unit to stand for about 30 minutes before using it again.

Important Note

This paper shredder is not intended to shred high volumes of paper. Please refer to the **Specifications** for the recommended daily usage and sheet capacity of this shredder. Please note that if the paper is wider than the entry, and you fold it to fit, the paper thickness increases and the recommended capacity may be exceeded.

If a Jam Occurs

1. Immediately return power switch to OFF **(O)** position.
2. Depress power switch to the REVERSE **(R)** position until the jammed paper has been fully removed from the cutter.
3. DO NOT PULL ON PAPER. Damage to the drive system could occur.
4. If the machine jams in reverse, unplug the unit and cut all excess paper off the top and bottom of the machine before repeating the jam-clearing procedure.
5. Shred smaller quantities. See **Specifications**.

Specifications

	Without Basket		With Basket		
	FS3	FS5	FS3+	FS5+	S5
Sheet Capacity 20# (74gsm)/DIN A4, 70 g/m ²	3	5	3	5	5
Entry Width	9"/230mm				
Shred Size	1/4"/7mm				
Shredding Speed	14 fpm/4.2 mpm				
Recommended Daily Usage	30 sheets				
Power Source	120V/60Hz (North America) 230-240V/50Hz (Europe)				
Dimensions (HxWxD)	5-3/4" x 13-11/16" x 3-3/8"		14-1/4" x 13" x 8-1/4"		
	146 x 348 x 86 mm		362 x 330 x 210 mm		

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Limited Warranty

Fellowes Manufacturing Company warrants the cutting cylinders of all Fellowes shredders to be free from defects in material and workmanship for 1 year from the date of purchase by the original consumer. Fellowes warrants all other parts of the machine to be free of defects in material and workmanship for 1 year from the date of purchase by the original consumer. If any part is found to be defective during the warrant period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part.

This warranty does not apply in cases of abuse, mishandling or unauthorized repair. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. You may have other legal rights that vary from state to state.

For more detail or to obtain service under this warranty, please contact Fellowes Customer Service at 1-800-955-0959, Monday through Friday, 8 AM - 5 PM (Central Standard Time).

For specific instructions on obtaining service under this warranty on machines purchased outside the USA, contact the appropriate location listed in the **Contact for Service** section of this instruction manual.

Warrantor: Fellowes Manufacturing Company.

Declaration of Conformity

Fellowes Manufacturing Company
Doncaster Road, Kirk Sandall • Doncaster, South Yorkshire, DN31H
England

declares that the product Models FS3, FS3+, FS5, FS5+ conforms with the requirements of the Low Voltage Directive (73/23 EEC) and the Electromagnetic Compatibility Directive (89/336 EEC) and the following harmonized European Normes (EN Standards) and IEC Standards.

Safety: EN60950 'Information Technology Equipment'

EMC:		Performance
Standard	Severity Level	Criteria
EN 55014-2:1997	Category Level	NA
EN 55104-1:1993		NA
+A1:1997		
EN 61000-3-2:1995	Class A	NA
EN 61000-3-3:1995	Section 6.1 (FS3)	NA
EN 61000-3-3:1995	Section 5 (FS5)	NA

Itasca, Illinois, USA
March, 2000


Anthony Storrie

**Contact For Service
Vos Contacts Fellowes
Sus Contactos Fellowes
Ihr Fellowes Kontakt
Uw Fellowes Contacten
Vostri Contatti Fellowes**

United States	1-800-955-0959
Australia	(In Melbourne) (03) 9330-3211 (Outside Melbourne) 1-800-331-177
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